

Planning & Development Department  
Planning & Engineering Divisions  
Monthly Report for July 2009  
August 6, 2009

#### Activity

- [Land Use Applications](#) – There were 7 applications compared to 10 in 2008.
- [Pre-submittal Applications](#) – There were no applications compared to 2 in 2008.
- [City Council](#) – City Council heard 2 land development projects compared to 5 in 2008.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 2 in 2008.
- [Board of Adjustment](#) – There was no variance request heard compared to 2 in 2008.
- [Fence Permits](#) – There were a total of 9 applications compared to 20 in 2008. Average number of days to approve was 2.6 business days.
- [Sign Permits](#) – There were a total of 14 applications compared to 16 in 2008. Average number of days to approve was 3.4 business days.
- [Right-of-Way Permits](#) – There were 2 permits issued compared to 2 in 2008.
- [Subdivision Improvement Agreements](#) – There was 1 SIA submitted.
- [Construction Drawings](#) – There were 2 CD applications compared to 2 in 2008.
- [Infrastructure Inspection](#) – There were 15 individual projects/sites inspected this month. City staff spent a total of 110 hours performing these inspections.
- [CMRS Permits](#) – There were no permits issued.
- **Visitors** – There were 97 visitors; an average of 2.5 per work day.
- **Customer Surveys** – Surveys were received from Code Enforcement and Building clients. Feedback is positive. Staff continues to make improvements based upon suggestions.

#### Revenue

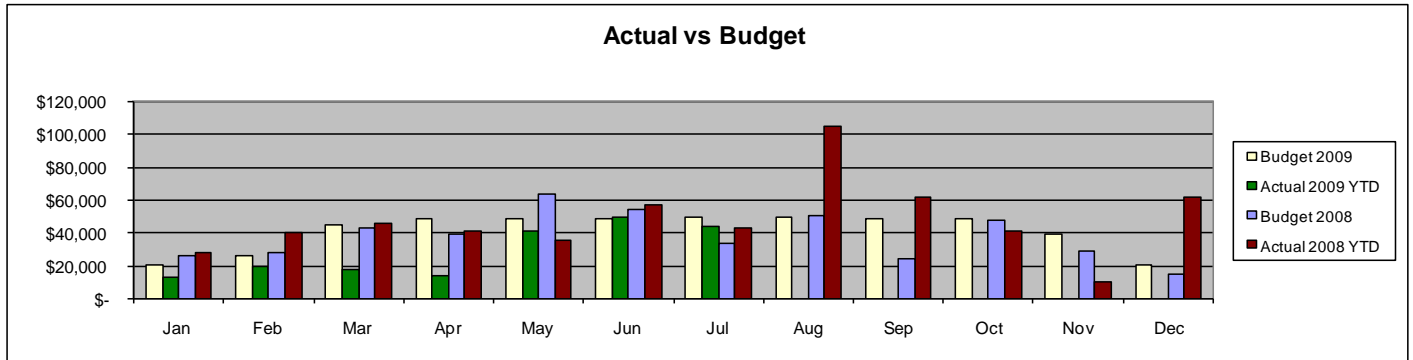
[Total revenue](#) – YTD \$200,541 in revenue has been collected, which is below the 2009 projected budget of \$287,769.

#### P & E Special Projects

- **Innoprise** – Significant progress on configuration of the software continued in July. The majority of building, licensing, and planning functions are complete. Additionally, initial discussions between SafeBuilt, the City and Innoprise occurred to determine data migration, informational reporting, and system integration with SafeBuilt's systems occurred. The project is slightly behind schedule but rapidly catching up to the anticipated timelines.
- **Infrastructure Design and Construction Standards (Engineering Code)** – We are currently working on the draft of the code. We have asked SEMSWA for guidance on parts relating to storm water.
- **Commercial Land Absorption Analysis** – This project is slated to start in September with a finish date of October. The project's scope is to calculate the amount of vacant land that has been absorbed by commercial development since the inception of the City in 2001. A preliminary method has been outlined with an initial intensive effort in researching archived assessor's data.
- **Zoning Map** – This is an ongoing project directly linked to the Land Development Code Rewrite. Several renditions of the draft zoning have been completed as the LDC Rewrite has gone through technical and advisory team meetings. The zoning map's completion will be near the end of 2009 as the LDC project goes to Council.
- **Enrichment and Branding Committee** - Completed the reformatting of all P&D handouts/applications which are ready to be posted on the website. We are anticipating the first P&D open house to be in September where a special project (such as SouthGlenn) will be the topic. Ordinances affecting the LDC have been posted on the website. The Committee continues to work on formatting of staff reports, PowerPoints, and future open houses.

# Total Revenue

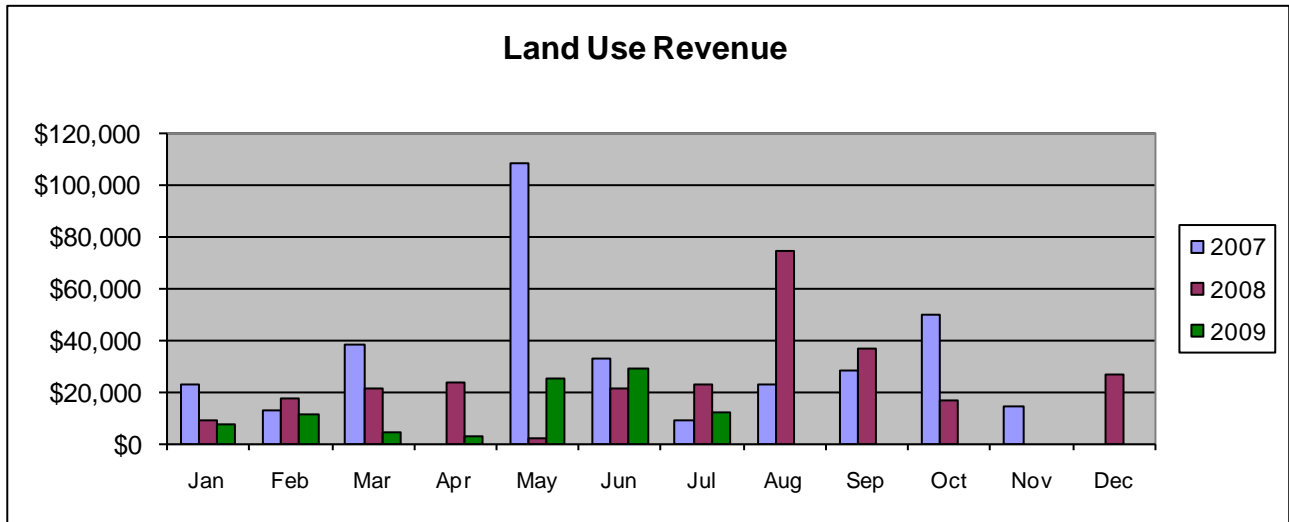
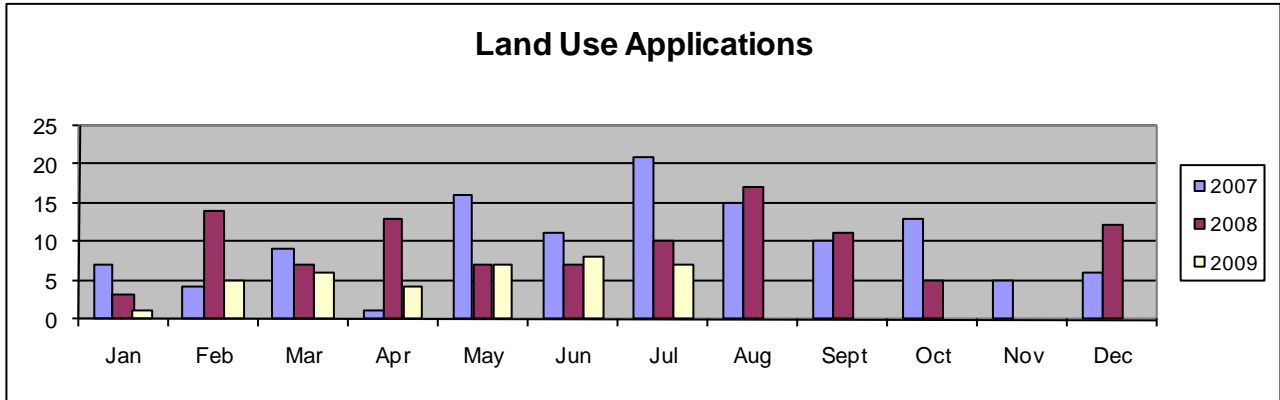
In July, the total revenue received was \$44,278. YTD, the Planning & Engineering revenues of \$200,541 are below the projected 2009 YTD budget of \$287,769.



- **Land Use Applications** – YTD \$93,204 in revenue has been collected, which is below the 2009 projected budget of \$138,000.
- **Fence Permits** – YTD \$11,743 in revenue has been collected, which is above the 2009 projected budget of \$5,850.
- **Sign Permits** – YTD \$52,890 in revenue has been collected, which is above the 2009 projected budget of \$22,000.
- **Right-of-Way Permits** – YTD \$11,367 in revenue has been collected, which is below the 2009 projected budget of \$32,700.
- **Subdivision Improvement Agreements** – YTD \$5,500 in revenue has been collected, which is below the 2009 projected budget of \$7,000.
- **Construction Drawings** – YTD \$12,900 in revenue has been collected, which is below the 2009 projected budget of \$39,750.
- **Infrastructure Inspection** – \$1,000 in revenue has been collected, which is below the 2009 projected budget of \$7750.
- **Legal Fees** – YTD \$20,300 in revenue has been collected, which is below the 2009 projected budget of \$31,050.
- **Other Fees** – No revenue has been collected, which is below the 2009 projected budget of \$1,169.
- **CMRS Fees** – No revenue has been collected, which is below the 2009 projected budget of \$3,500.

## Land Use Applications

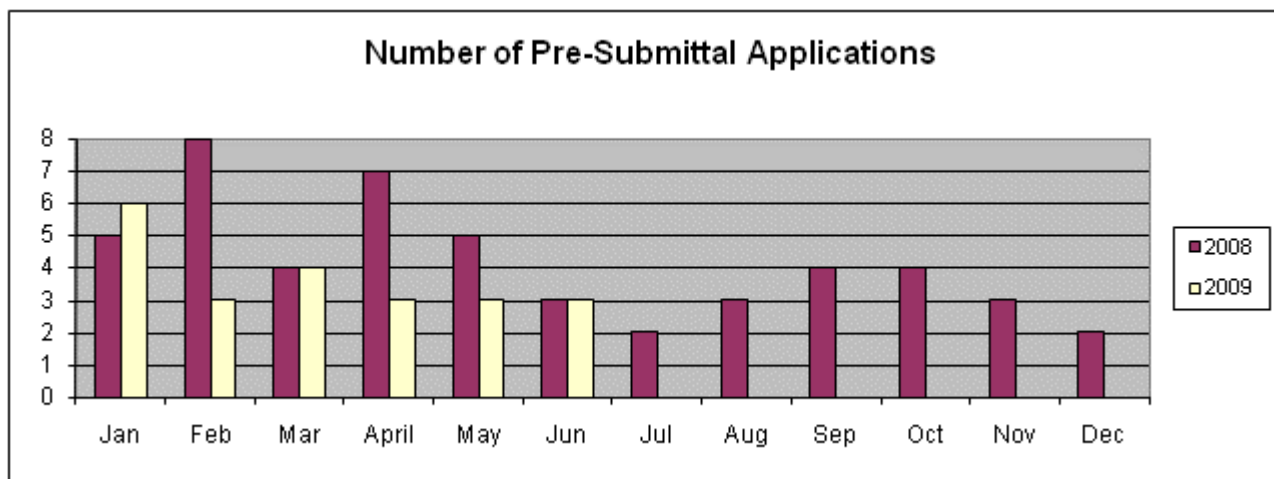
In July, the City received 7 land use applications with the monthly revenue of \$12,141. YTD land use application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 38 compared to 61 in 2008. YTD revenues for 2009 are \$93,204 compared to \$119,757 for 2008.



Land Use Applications Submitted (July 2009)		
Land Use Case Number	Project Name	Open Date
LU-0907-001	Centennial 360 Metro District Service Plan	7/6/2009
LU-0907-002	Arapahoe Corporate Park Administrative Amendment #1	7/9/2009
LU-0907-003	Arapahoe Airport Center Joint Venture AA	7/9/2009
LU-0907-004	Stolle Machinery Shop Addition Amended FDP	7/16/2009
LU-0907-005	ASP 15B Trice Jewelers Streets @ Southglenn	7/28/2009
LU-0907-006	Centennial Corner FDP 1 <sup>st</sup> Amendment	7/30/2009
BA-0907-001	Whaler Property 7037 S Madison Way	7/14/2009

## Pre-Submittal Applications

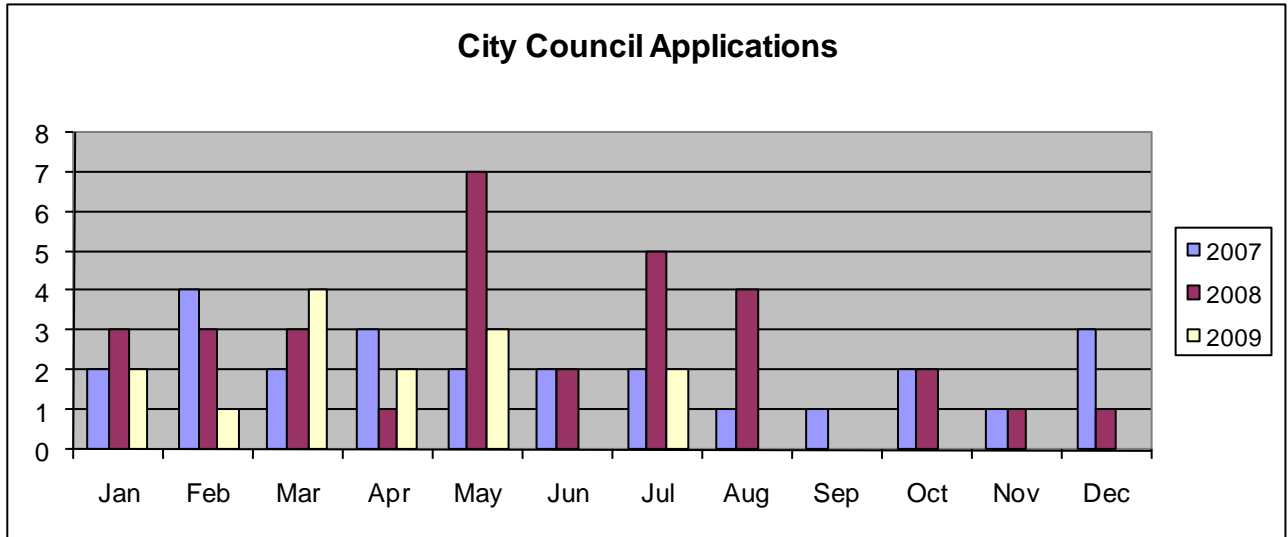
In July, the City received no pre-submittal applications. YTD pre-submittal activity is slower than the previous year. YTD total applications received for 2009 are 22 compared to 34 for 2008.



Pre-submittal Applications Submitted (July 2009)		
Pre-submittal Case Number	Project Name	Open Date
None		

# City Council

In July, City Council heard 2 development projects as compared to hearing 5 in 2008. YTD, City Council has heard 14 development projects as compared to 24 in 2008.

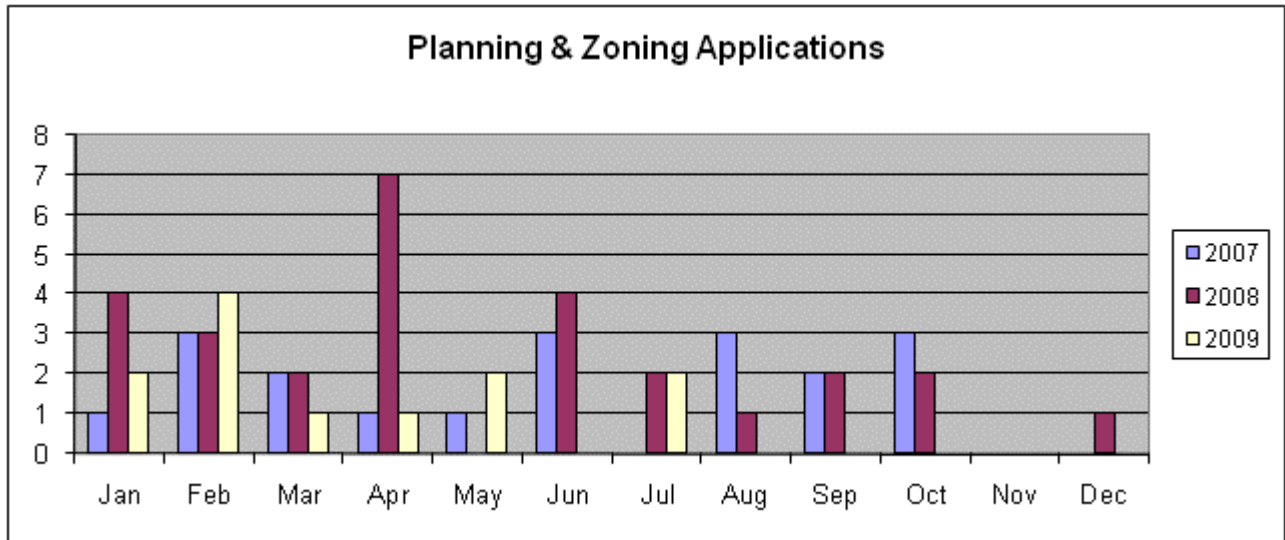


Land Development Projects Heard by City Council (July 2009)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Lot 6, Cherry Creek Business Center FDP, 1 <sup>st</sup> Amend	LU-0710-010	July 6, 2009	Approved
Land Use	Alpine Pavilion, 2 <sup>nd</sup> Amend to PDP for Jackson Properties/FP/FDP	LU-0712-004/0808-011/012	July 13, 2009	Approved

Land Development Projects Scheduled for City Council (August 2009)			
Description	Case Name	Case Number	Hearing Date
Land Use	Walgreens @ Smoky Hill and Buckley Road	LU-0901-001	8/3/2009

## Planning & Zoning Commission

In July, the Planning & Zoning Commission heard 2 development projects as compared to hearing 2 in 2008. YTD, the Planning & Zoning Commission has heard 12 development projects as compared to 22 in 2008.

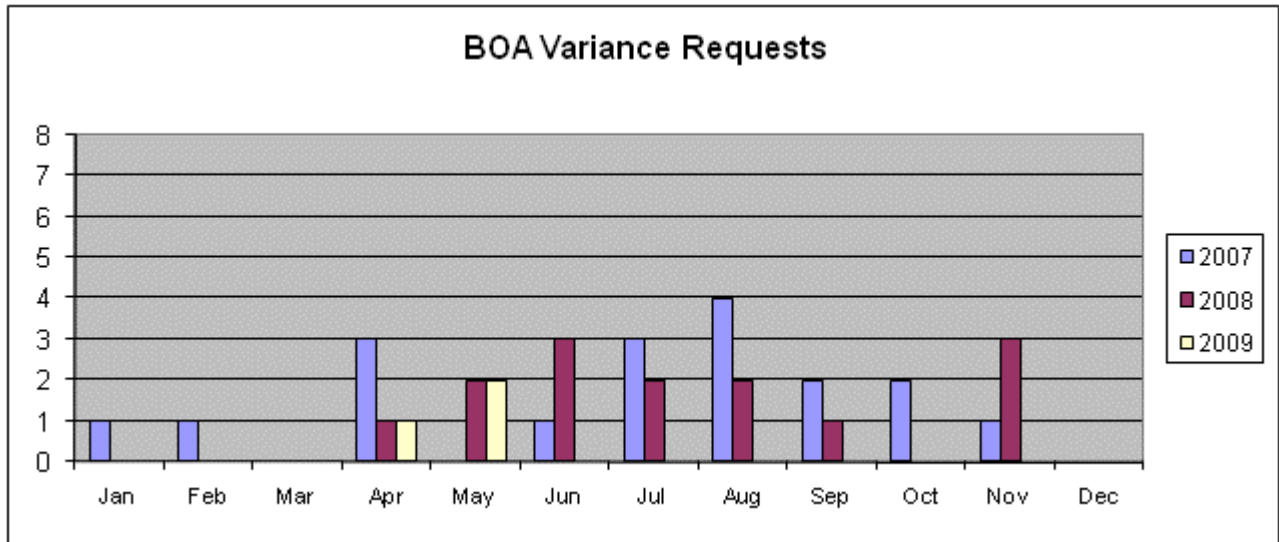


Land Development Projects Heard by PZ Commission (July 2009)				
Description	Case Name	Case Number	Hearing Date	Recommendation
Land Use	Walgreens @ Smoky Hill and Buckley Road	LU-0901-001	July 8, 2009	Approved with conditions
Land Use	Southglenn Area Plan	NA	July 8, 2009	Approved with conditions

Land Development Projects Scheduled for PZ Commission (August 2009)			
Description	Case Name	Case Number	Hearing Date
Land Use	Broncos Parkway Trailhead L&E	LU-0804-003	August 26, 2009
Land Use	2 <sup>nd</sup> amendment to the Potomac Park Business & Industrial Complex PDP	LU-0906-003	August 26, 2009

## Board of Adjustment

In July, the Board of Adjustment did not hear any variance requests as compared to hearing 2 in 2008. YTD, the Board of Adjustment heard 3 variance requests as compared to 8 in 2008.



### Land Development Projects Heard by the Board of Adjustment (July 2009)

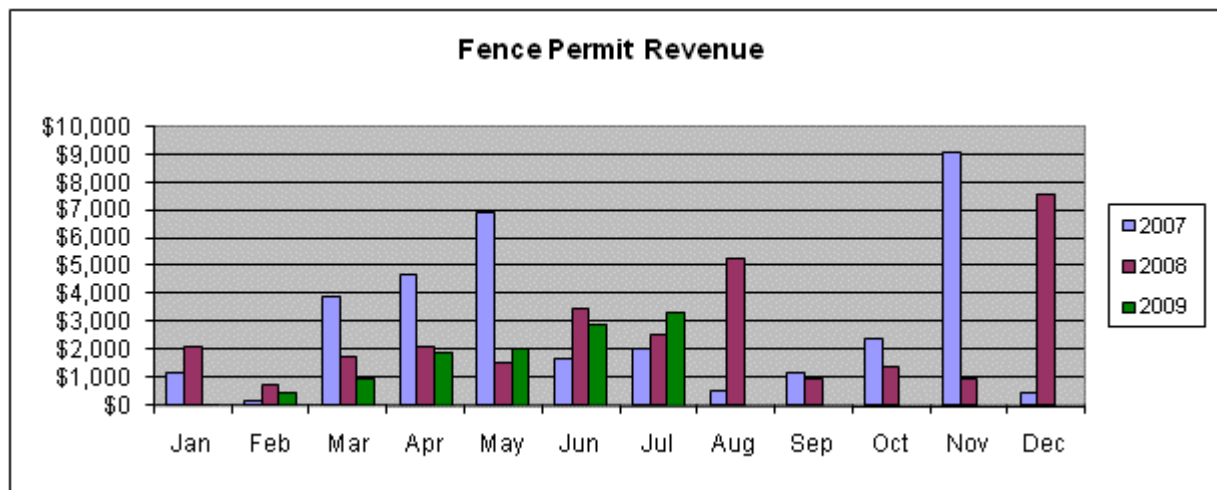
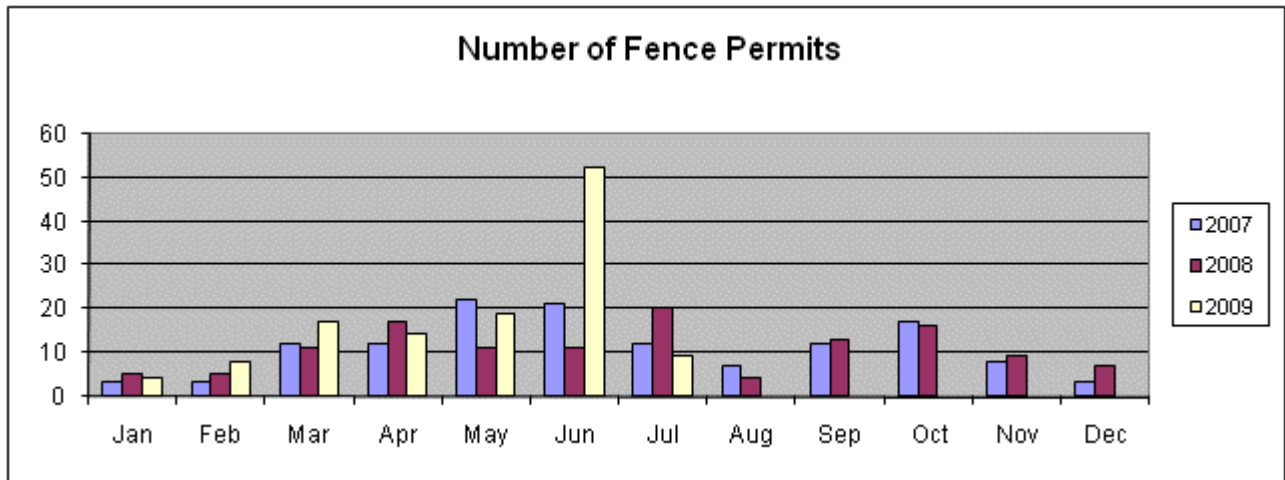
Description	Case Name	Case Number	Hearing Date	Action
BOA	None			

### Variance Requests Scheduled for the Board of Adjustment (August 2009)

Description	Case Name	Case Number	Hearing Date
BOA	Whaler Property 7037 S Madison Way	BA-0907-001	August 20, 2009

## Fence Permits

In July, the City received 9 fence permit applications with the monthly revenue of \$3,374. YTD fence permit application activity is higher than the previous year, but YTD revenues are lower due to smaller jobs with lower valuations. YTD applications for 2009 are 123 compared to 80 for 2008. YTD revenues for 2009 are \$11,743 compared to \$14,051 for 2008.

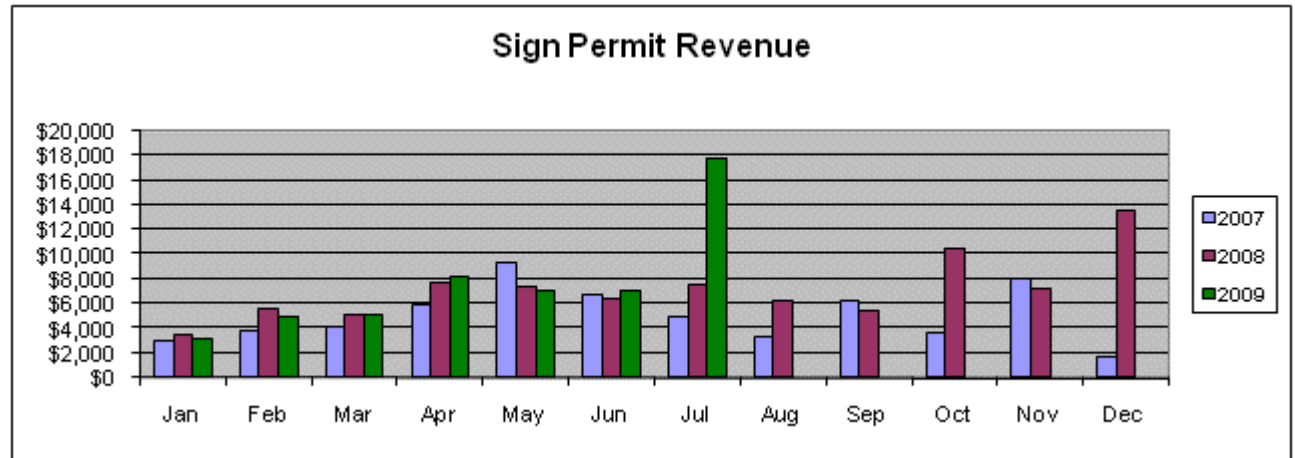
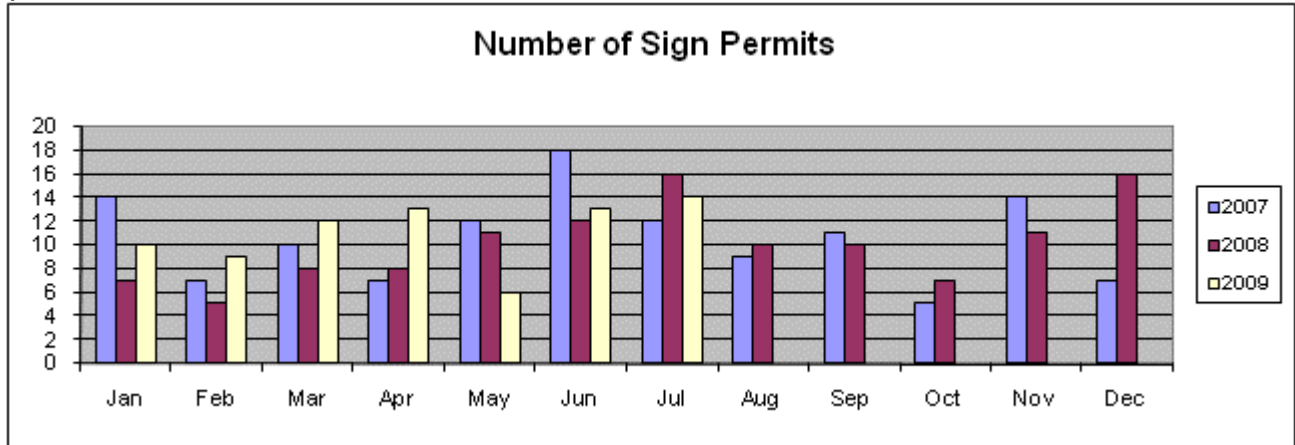


Fence Permits Submitted (July 2009)			
Location	Case Number	Date Received	Date Approved
6718 S Detroit	FE-0907-001	7/1/2009	7/7/2009
Dry Creek between Glencoe & Holly	FE-0907-002	7/1/2009	7/7/2009
7487 S Washington Street	FE-0907-002	7/1/2009	7/7/2009
6337 S Abilene Street	FE-0907-004	7/6/2009	7/9/2009
10039 E Arapahoe Rd	FE-0907-005	7/8/2009	7/14/2009
5957 S Eudora Street	FE-0907-006	7/21/2009	7/22/2009
8398 E Costilla Avenue	FE-0907-007	7/23/2009	7/28/2009
2966 E Nichols Circle	FE-0907-008	7/28/2009	7/30/2009
7615 S Cook Way	FE-0907-009	7/30/2009	7/30/2009
Average Approval Time – Business Days			2.6 Days



## Sign Permits

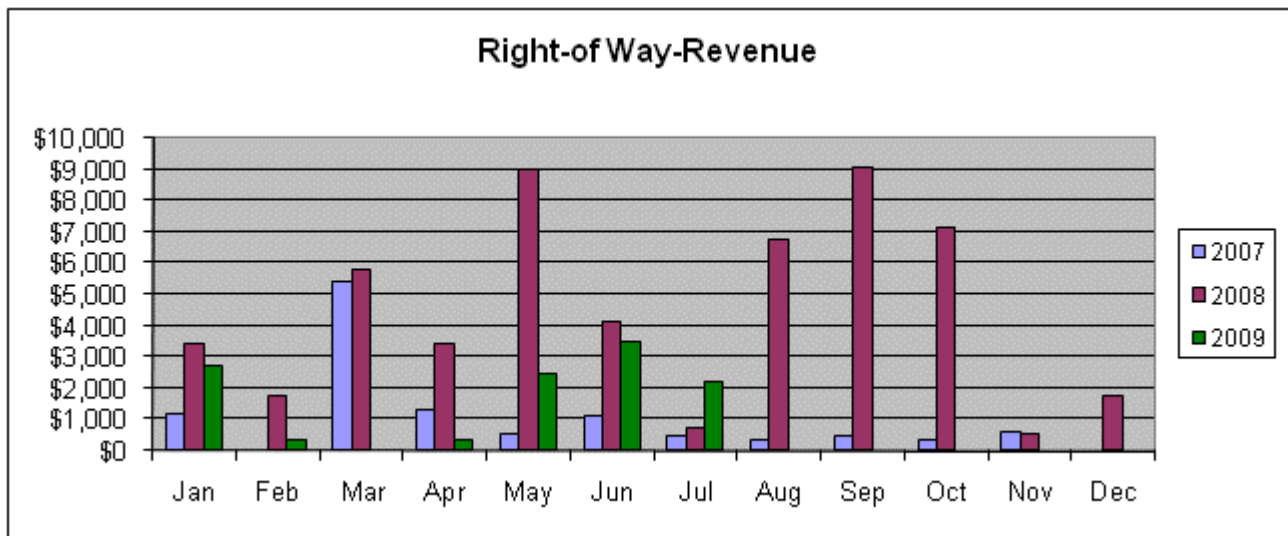
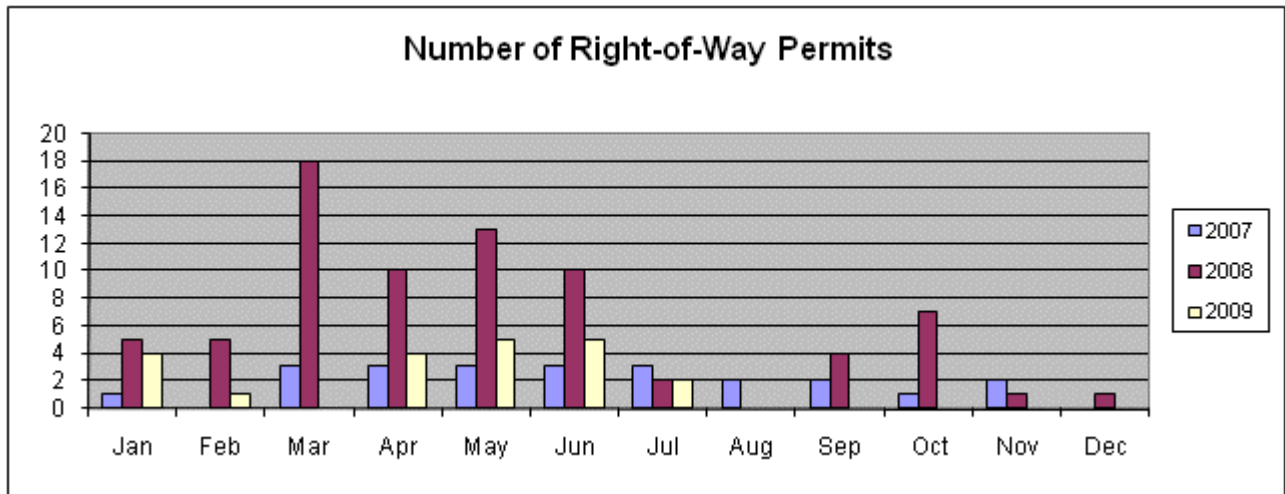
In July, the City received 14 sign permit applications with the monthly revenue of \$17,709. YTD sign permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2009 are 77 compared to 67 for 2008. YTD revenues for 2009 are \$52,890 compared to \$42,622 for 2008.



Location	Case Number	Date Received	Date Approved
Holly St/Caley Avenue	SG-0907-001	7/1/2009	7/8/2009
2330 E Arapahoe Rd	SG-0907-002	7/7/2009	7/10/2009
14200 E Arapahoe Rd	SG-0907-003	7/9/2009	7/22/2009
2154 E Commons Ave, Suite 300	SG-0907-004	7/13/2009	7/15/2009
7481 E Arapahoe	SG-0907-005	7/14/2009	7/15/2009
7503 S University Blvd.	SG-0907-006	7/15/2009	7/20/2009
15454 E Orchard Rd	SG-0907-007	7/17/2009	7/22/2009
6703 S University Blvd	SG-0907-008	7/22/2009	7/22/2009
20050 E Smoky Hill Rd	SG-0907-009	7/23/2009	7/30/2009
6851 S Gaylord #251	SG-0907-010	7/30/2009	7/30/2009
12201 E Arapahoe Road	SG-0907-011	7/30/2009	8/6/2009
Streets @ Southglenn	SG-0907-012	7/31/2009	
Shops @ Fox Hill	SG-0907-013	7/31/2009	8/6/2009
Shops @ Fox Hill	SG-0907-014	7/31/2009	8/6/2009
<b>Average Approval Time – Business Days</b>			<b>3.4 Days</b>

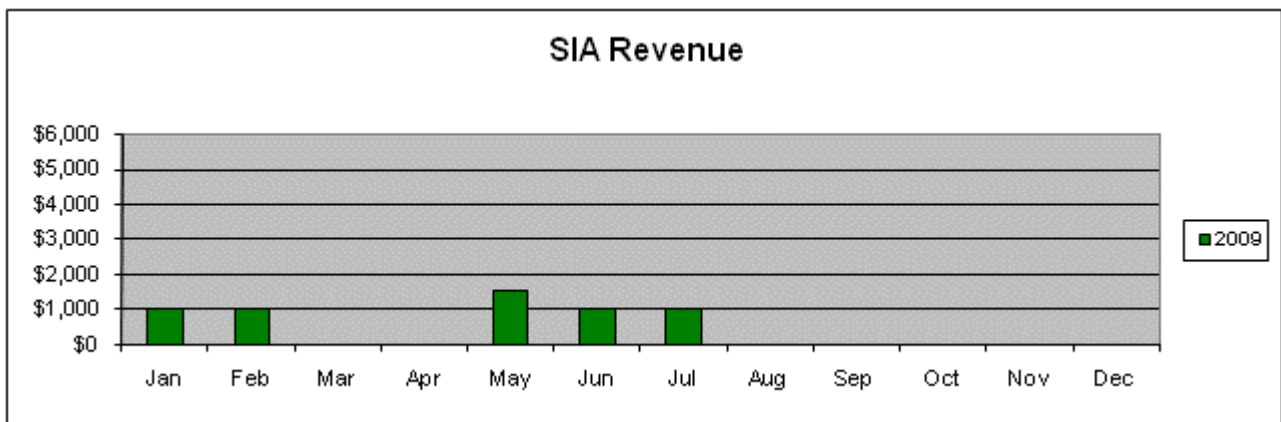
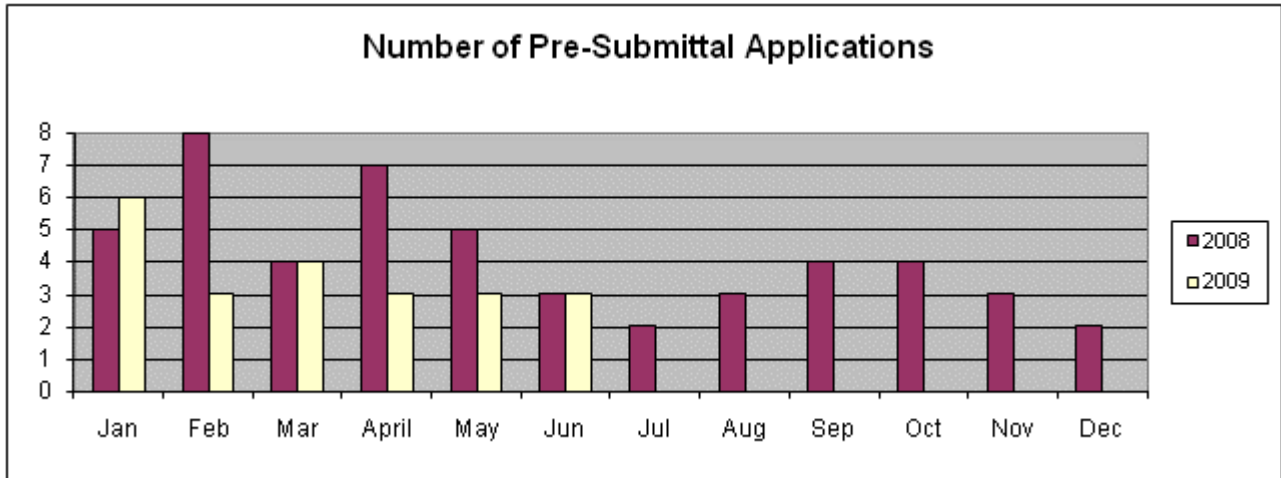
## Right-of-Way Permits

In July, the City received 2 right-of-way permit applications with the monthly revenue of \$2,154. YTD right-of-way permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 21 compared to 63 for 2008. YTD revenues for 2009 are \$11,367 compared to \$28,044 for 2008.



## Subdivision Improvement Agreements (SIA)

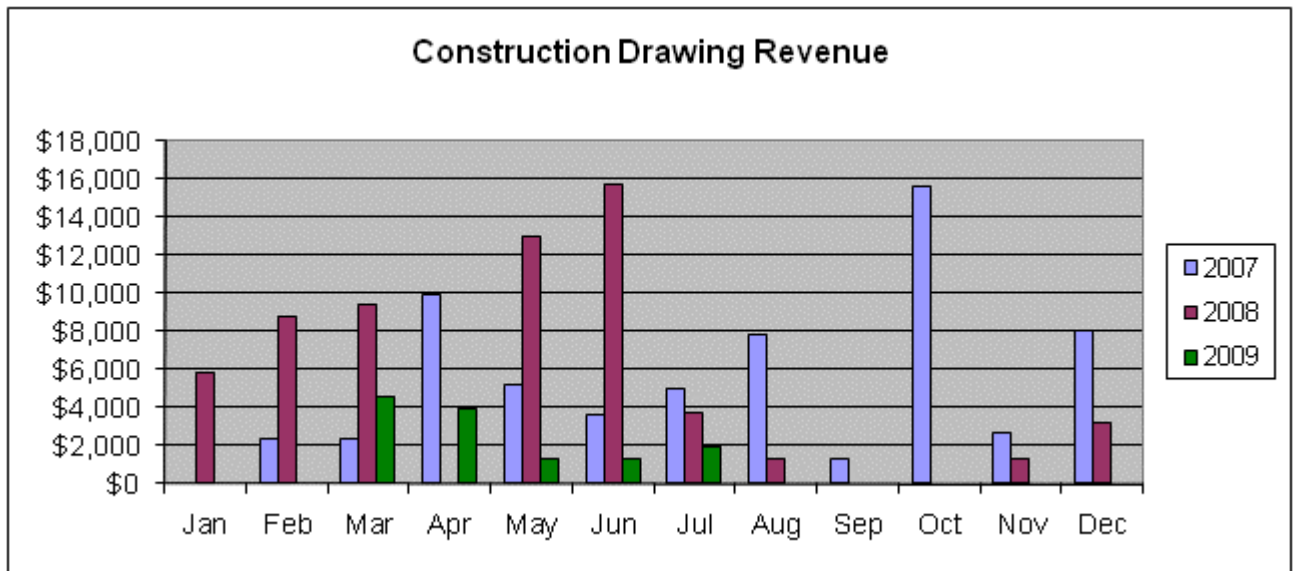
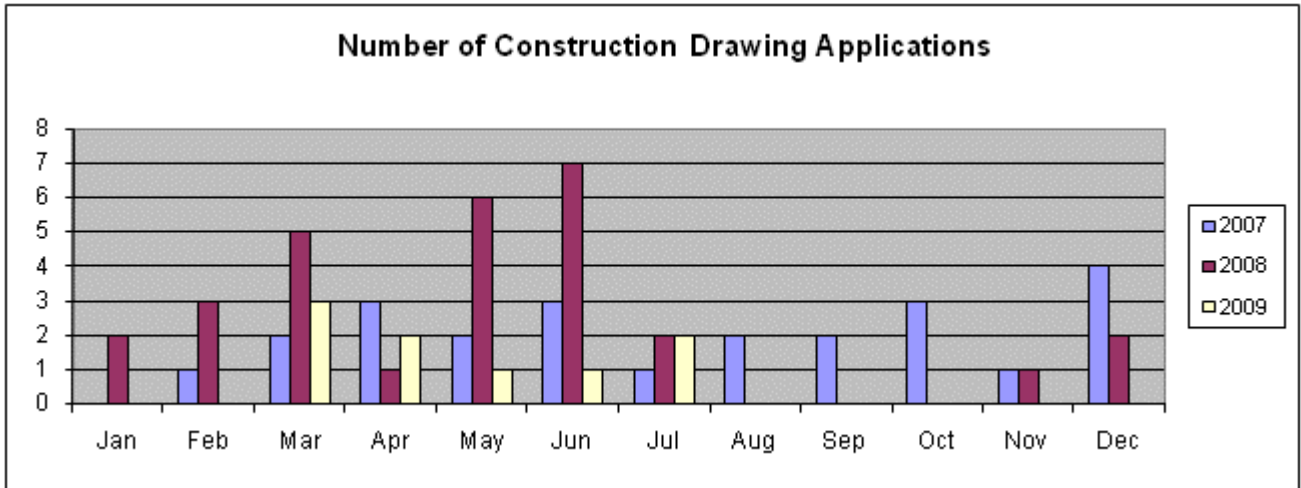
In July, the City received 1 SIA application with the monthly revenue of \$1,000. YTD SIA applications for 2009 are 6 and YTD revenues for 2009 are \$5,500. Tracking of SIAs began in January 2009.



SIAs Submitted (July 2009)			
Description	Case Name	Case Number	Date Application Accepted
SIA	Stolle Machinery Shop Addition Amended FDP	LU-0907-004	7/16/2009

## Construction Drawings (CD)

In July, the City received 2 CD applications with \$1900 in monthly revenue. YTD CD permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 9 compared to 26 for 2008. YTD revenues for 2009 are \$12,900 compared to \$56,200 for 2008.



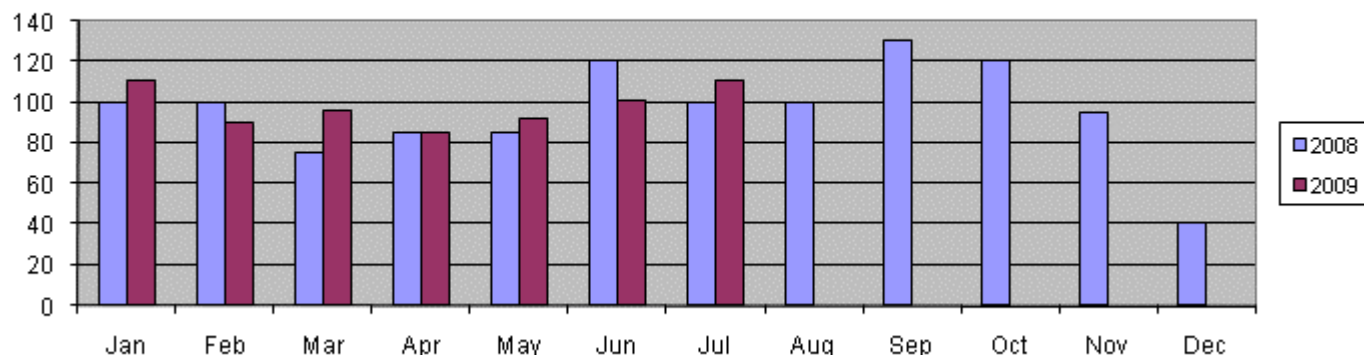
CDs Submitted (July 2009)			
Description	Case Name	Case Number	Date Application Accepted
CD	Southglenn Commons ASP16 Kiosk Buildings	CD-0907-001	7/7/2009
CD	CCBC Lot 6 Lotito Brothers CD	CD-0907-002	7/17/2009

The Engineering Division approved 2 CD's in July: Redstone Bank and Willow Creek Park.

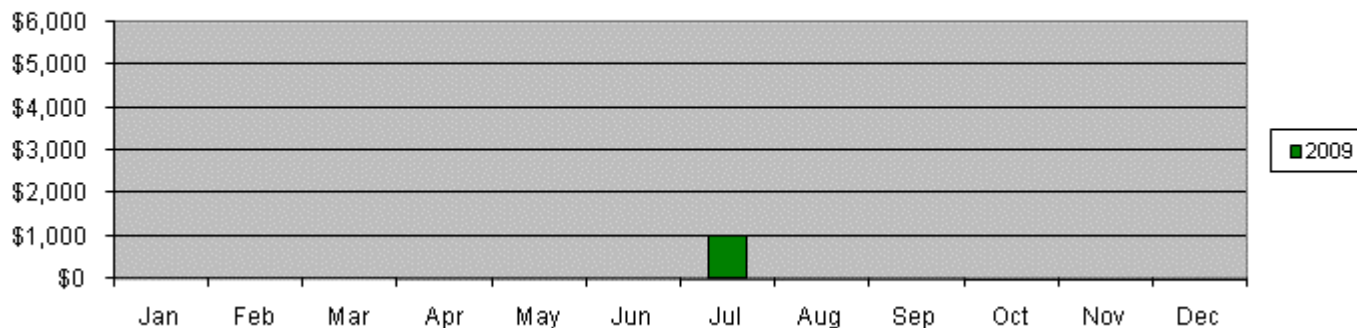
## Infrastructure Inspections

In July, 15 individual projects/sites were inspected. City staff spent a total of 110 hours performing these inspections. YTD revenues for 2009 are \$1,000. Inspection fees began this year.

**Hours spent on Inspections**



**Revenue from Inspections**

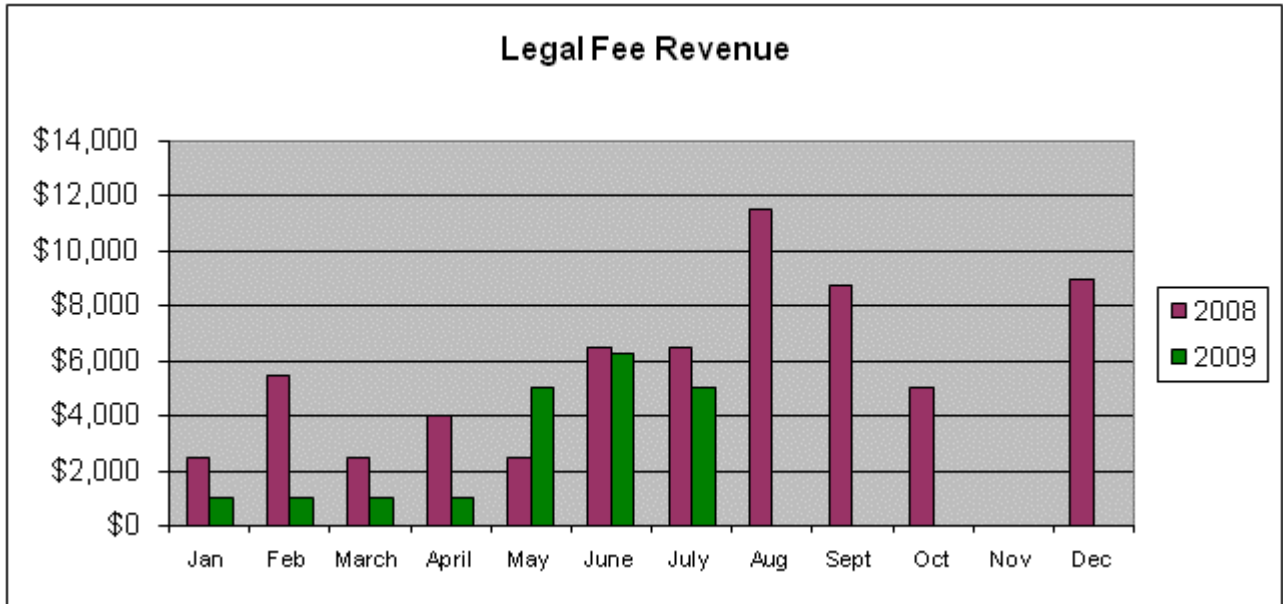


**Infrastructure Inspections (July 2009)**

General Location	Case Name	Status
Jordan and Arapahoe	Arapahoe Commons	Under Construction
Revere and Caley	Homeland Security Building	Under Construction
Parker and Lewiston	Lazy Hills	Under Construction
Easter and Lima	East Lima Subdivision	Under Construction
Arapahoe and University	Streets at SouthGlenn	Under Construction
Arapahoe and Potomac	Village at Centennial	Under Construction
Nome and Peakview	The Wyndham	Under Construction
Flanders and Reservoir	Traffic Signal	Under Construction
Parker Road and Arapahoe Road	Centennial Center	Close Out
Chester & County Line	Ethan Allen	Under Warranty
Potomac & Fremont	Comcast	Under Construction
Vine & Arapahoe Road	American national Bank	Under Construction
Paris & Briarwood	The Ridge	Under Construction
Costilla & South Holly	Our Father Lutheran	Under Construction
Smoky Hill & Picadilly	Sprouts	Under Construction

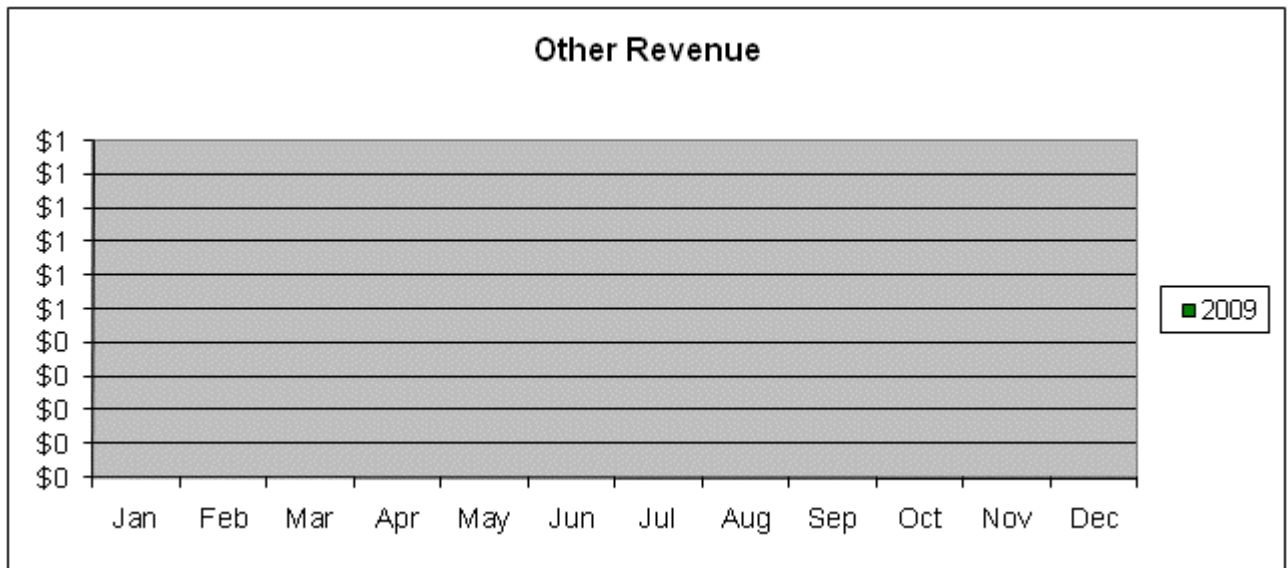
## Legal Services

In July, a total of \$5,000 in revenue was received for legal services. YTD revenues for 2009 are \$20,300 compared to \$30,000 for 2008, which reflects the slower application activity this year. Legal fees are collected to cover actual legal costs and don't impact the final budget in a negative or positive way.



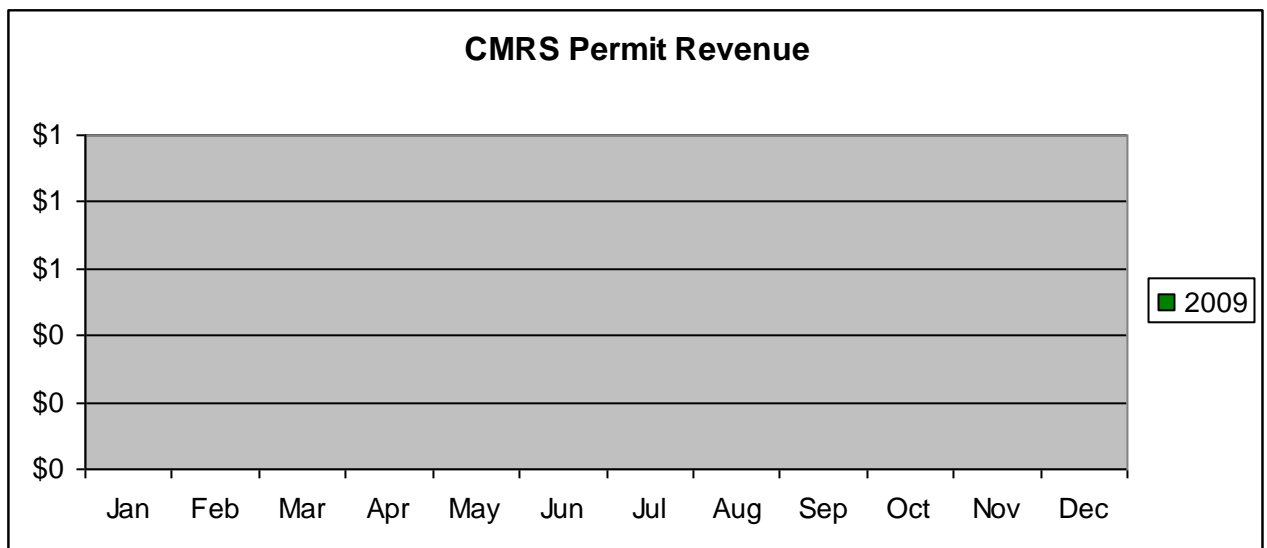
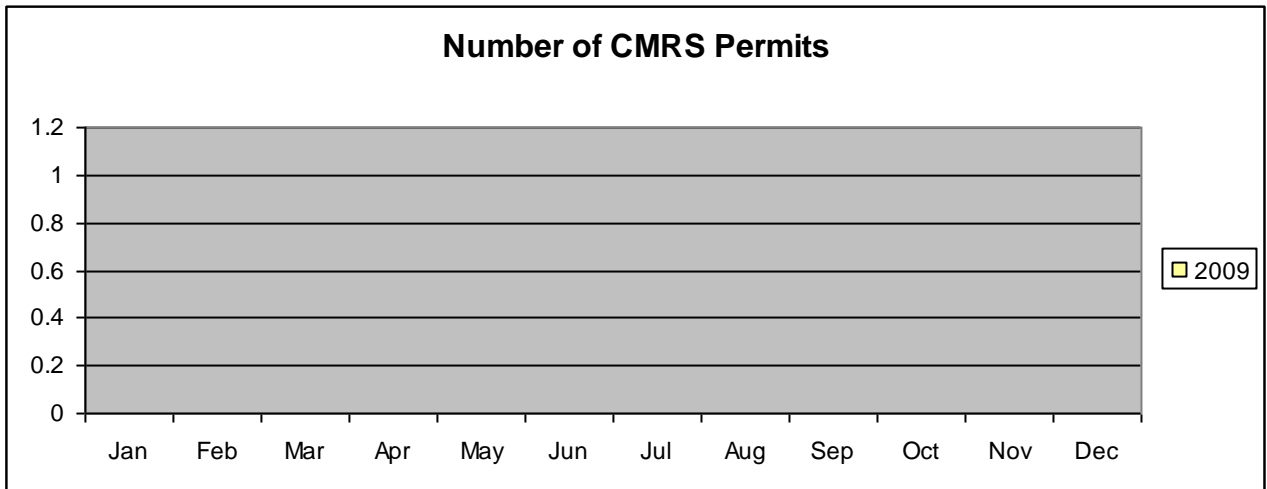
## Other Fees

In July, no revenues were received for other fees. YTD revenues for 2009 are \$0, which is below the 2009 projected revenue of \$1,169. Other fee tracking began in January 2009.



## CMRS Permits

In July, no revenues were received for CMRS permits. YTD revenues for 2009 are \$0, which is below the 2009 projected revenue of \$3,500. CMRS permit tracking began in January 2009.



CMRS Permits (July 2009)		
Project or Location	Case Number	Date Received and Issued
None		



## City Work Orders

In July, Centennial Engineers did not work on any CWOs. YTD value provided total is \$901.

CWOs Worked on by City (July 2009)		
Description	Hours	Value
	None	

The City has to outsource a specific aspect of reviews to an engineering consultant. In July, consultant time on CWOs totaled 0 hours at a cost of \$0. This is an additional cost to the City being paid for from the Land Use Fund. YTD costs total is \$7,167.

CWOs Worked on by Consultants (July 2009)		
Description	Hours	Fee
	None	